



DEPARTMENT OF CORPORATIONS

JOB OPPORTUNITY

Arnold Schwarzenegger, Governor

Preston DuFauchard, California Corporations Commissioner

Dale Bonner, Agency Secretary

Release Date: September 9, 2008

CLASSIFICATION: **STAFF COUNSEL III (Specialist)**
1 Position – Permanent/Full Time

FINAL FILING DATE: **September 30, 2008 or Until Filled**

SALARY: \$7682 - \$9478 per month

POSITION LOCATION: Office of Legislation and Policy, 1515 K Street, Sacramento

DUTIES AND RESPONSIBILITIES – Under the supervision of the Deputy Commissioner of the Office of Legislation and Policy, the Staff Counsel III independently performs the most complex and sensitive legal assignments relating to legislation and public policy development. Duties include coordinating the department's legislative program, drafting and analyzing legislation affecting the Department's administration of various laws and the persons or industries regulated under those laws; providing testimony at legislative hearings; conducting negotiations concerning legislation on behalf of the Commissioner with legislative staffs, sponsors of legislation and/or interested groups; and initiating projects that involve analysis of legal, economic and social trends that may result in changes in the policies and interpretations of the Commissioner or which lead to proposed legislation or rulemaking. Duties further include analyzing current legal developments and industry practices for purposes of drafting rule changes; representing the Commissioner as a hearing officer at public hearings on proposed rule changes; preparing interpretive opinions at the request of attorneys nationwide, which may be published by the California Continuing Education of the Bar, national legal reporters, and LEXIS and WESTLAW data base systems; and providing opinions to the Commissioner and departmental staff concerning the applicability of the Conflict of Interest Code and incompatible activities rule. The Staff Counsel III will also function as a Lead Counsel in reviewing the quality of work of staff, coordinating assignments, and performing other administrative tasks as necessary.

DESIRABLE QUALIFICATIONS

- An interest and experience in legislation and public policy development.
- Excellent organizational, interpersonal, and communication skills.
- The ability to perform in a fast-paced, deadline-oriented work environment.
- The ability to successfully execute many complex tasks simultaneously.
- The ability to work as a team member, as well as independently.
- Background in business or administrative law.

WHO MAY APPLY – State employees who are currently at the Staff Counsel III (Specialist) who are within transfer range or individuals with list eligibility who are reachable (in the top three ranks) and employees with Surplus or SROA status are encouraged to apply are encouraged to apply. For further technical information regarding the position, please contact Colleen Monahan at (916) 323-7384. **Please send a completed application to the address provided below.** (Please indicate under the job title RPA #07-OLL0006).

WHERE TO APPLY – Please reference **RPA #07-OLL0006** under the job title of the State application (STD. 678). Applications received without an RPA number MAY NOT be considered. Please mail your completed State application and resume to:

Department of Corporations
Human Resources Office
1515 K Street, Suite 200
Sacramento, CA 95814
(916) 445-6351
Or

E-mail your application and resume to careers@corp.ca.gov.

RPA #07-OLL0006

AN EQUAL OPPORTUNITY EMPLOYER TO ALL REGARDLESS OF RACE, COLOR, CREED, NATIONAL ORIGIN, ANCESTRY, SEX, MARITAL STATUS, DISABILITY, RELIGIOUS OR POLITICAL AFFILIATION, AGE OR SEXUAL ORIENTATION.
IT IS AN OBJECTIVE OF THE STATE OF CALIFORNIA TO ACHIEVE A DRUG-FREE STATE WORKPLACE. ANY APPLICANT FOR STATE EMPLOYMENT WILL BE EXPECTED TO BEHAVE IN ACCORDANCE WITH THIS OBJECTIVE BECAUSE THE USE OF ILLEGAL DRUGS IS INCONSISTENT WITH THE LAW OF THE STATE, THE RULES GOVERNING CIVIL SERVICE, AND THE SPECIAL TRUST PLACED IN PUBLIC SERVANTS.